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1991-92 UNOPA Executive Board Minutes, November

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UNOPA EXECUTIVE BOARD MEETING
November 5, 1991

DATE AND PLACE:

UNOPA's Executive Board met Thursday, November 5, 1991, at 3:30 p.m. in the Conference Room of the Reunion, City Campus.

MEMBERS PRESENT:

Kathy Bennetch	Linda Pence	Michelle Sieber
Luisse Berner	Sheila Perry	Anna Simmons
Monie Brownson	Susan Ray	Ronda Vietz
Sandy Lineberry	Bonnie Reese	Lola Young

Absent:	Jeanne Andelt	Lorraine Moon
	Dora Dill	Deb Ruthsatz
	Jan Harris	Judy Winkler

CALL TO ORDER:

The meeting was called to order by President Sandy Lineberry at 3:30 p.m.

APPROVAL OF MINUTES:

The October 1, 1991, minutes were approved as printed.

COMMUNICATIONS:

Corresponding Secretary Lola Young reported receipt of the following communications: (a) "thank you" letter from Linda Pence; (b) letter from Jeanne Andelt to the Executive Board members regarding share of cost for Pence funeral flowers; (c) letter from Linda Arnold regarding BRRC representation; (d) letter from NEOPA Vice President Sandy Lineberry regarding possibility of hosting a future state conference; (e) letter from Lincoln Food Bank thanking us for our contribution (71 pounds) donated at the October meeting; (f) letter from Alumni Association regarding nominations for various awards.

PACKET ENCLOSURES/ANNOUNCEMENTS:

Included in our information packet for today:

- Treasurer's report.
- Copy of letter from Linda Arnold regarding BRRC representation.
- Report from Professional Growth Committee in regard to evaluations received from participants at the Fall workshop.
- Seating chart for November general meeting.
- Copy of article appearing in the Daily Nebraskan concerning the report made to the BRRC by UNOPA President Lineberry.
- Copy of graphs prepared for BRRC presentation.
- Copy of letter and report received from George Tuck regarding the findings of an ad hoc committee to establish a policy for reporting sexual harassment.

President Lineberry announced that Chancellor Graham Spanier has accepted an invitation to attend the February 11 general meeting as her guest and is in the process of filling out his UNOPA associate membership form.

TREASURER'S REPORT:

Kathy Bennetch moved that the Treasurer's Report (November 1, 1991) as submitted by Jeanne Andelt be approved. Lola Young seconded the motion.
Motion carried.

STANDING COMMITTEE REPORTS:

Awards (Deb Ruthsatz, absent): Sandy Lineberry reported that appointments have been finalized for the Floyd S. Oldt Outstanding Staff Committee. Mark Elliot (Food Storage Manger) and Charles Zillinger (Landscape Services) will be serving on this committee along with representation from UNOPA. This committee will begin work next week.

The Floyd S. Oldt Boss of the Year award is proceeding on schedule for presentation at next week's general meeting. Dr. Splinter, 1990-91 recipient, will present the award. The winner will be receiving a check for \$500, membership to UNOPA for 1991-91, and a plaque.

Employee Concerns (Jan Harris, absent; Anna Simmons reporting): UNOPA Notes will be publishing a report from one of the Employee Concerns subcommittee each month. Phyllis Fogerty (Teachers College Dean's Office) will become chairperson for the Sick Leave Bank and Shirley Horstman will be on the Sue Tidball Award Committee. A list of the Employee Concerns subcommittee members will be included in the next issue of UNOPA Notes.

Anna also explained the new short-term disability insurance plan soon to be put into effect. She stressed that all employees should enroll in the new plan whether they plan to take the insurance or not. This will be a true "open" enrollment period. She also explained that the plan is a disability insurance which will not go into effect until after an employee has been off work for 90 days due to a disability (does not mean illness). An article will be prepared for UNOPA Notes explaining the open enrollment and the difference between disability insurance and our proposed sick leave bank.

Sandy reported on the presentation to the BRRC and explained that UAAD's presentation had been based on a survey of UNL managerial/professional people (1,000 sent; 200 responses). We were asked if we had done a similar survey of the 2,300 office/service personnel (we had decided not to undertake such a survey). Dr. Hartung suggested that we might do a comparison of numbers of positions at each level for administrative, office/service, and professional/managerial positions with other peer institutions. Such information might prove very enlightening.

Anna reported that people she had visited with felt generally disappointed and confused at the recent Round Table discussions regarding the reclassification issue. Kirk Beyer (Human Resources) read from a prepared document and offered very little hope of changing one's classification. It was suggested that a report to Human Resources relating the comments and feelings of those persons attending the Round Tables be sent.

Foundation Account (Sheila Perry): Information was sent out in the October issue of UNOPA Notes regarding the procedure in applying for possible reimbursement of qualifying professional expenses from Foundation funds. Sheila will give a brief presentation at the next general meeting to initiate a campaign for donation of funds. The payroll deduction forms are ready for use.

Hospitality (Susan Ray): Discussion centered around a request for the Boss of the Year nominees and nominators to be seated near the front. Consensus of the Board was that general seating would be used for all persons attending next Tuesday's general meeting.

Membership (Monie Brownson): Monie reported that membership packets have been mailed. Currently there are 240 members: active renewals, 163; associate renewals, 7; retired renewals, 15; honorary, 17; and new members, 38 (31 active; 7 associate). She has made contacts with visitors attending the September and October meetings as well as new employees.

Nominating (Dora Dill, absent): Dora will ^{be} on the agenda at the December general meeting to present a nominating skit.

Professional Growth (Linda Pence): Linda reported that the workshops presented by Pat Fleming were well received. Summaries of the returned evaluations were included in our packets. She and her committee are also looking for possible topics for a spring workshop.

Because of lack of time at the next several general meetings, Linda plans to do a special PSP meeting for those interested.

Publicity (Ronda Vietz): The UNOPA display is up just outside City Campus Union near the fountain. A display will also be ready for next week's general meeting.

Program (Kathy Bennetch): Mayor Mike Johanns and his wife have confirmed they will be at Tuesday's meeting.

Salary Issues (Lorraine Moon, absent): No report.

UNOPA Notes (Michelle Sieber): Deadline for the December issue is November 11.

Ways and Means (Bonnie Reese): Bonnie reported that the visor sales are not going as well as her committee had anticipated. Quite a few of the visors have been returned by the membership along with some rather discouraging notes and comments. She is looking into various ways of getting rid of the remaining visors--possibly returning to the vendor or perhaps selling at cost to another vendor. The sale of pizzas is being planned after Christmas with the possibility of a raffle later in the spring.

Constitution/Bylaws (Sue Drammeh, absent): President Lineberry reported that progress is being made. The committee will again be meeting next week to go over the final draft.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

Tabled until next board meeting was discussion concerning the invitation to host the NEOPA 1993 fall conference.

Tabled until next board meeting was a possible policy regarding the use of UNOPA's membership mailing list by other organizations/agencies.

In regard to the sexual harassment proposal in our information packet today, please read carefully and send as soon as possible any concerns/issues to Jan Wassenburg who will serve as chair of a five-member ad hoc committee.

The elected board members will meet following adjournment today to draft a response to the Exit Interview proposal from Dr. Goebel's Office.

ADJOURNMENT:

Meeting adjourned at 5:02 p.m.

Respectfully submitted,

Luise Berner

Luise Berner
Recording Secretary

